5-MINUTE PROJECT PLANNER

Project Title	Project Leader
Start Date	Target Finish Date
What's the purpose of this p	roject?
What are the desired results 1 2 3 4 5 6	
How does this project advan priorities?	ace the organization's most important
Who are the key stakeholder	
Stakeholders	Needs
Which factor is most import	tant—time, cost, or quality? Why?
What is the budget?	
What resources do we need material, facilities)?	for this project (people, equipment,

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Notes	
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